

## STAFFORD COUNTY SCHOOL BOARD

### Agenda Consideration

**TOPIC:** Award of Contract: Roof  
Replacement – Fleet Services

**ITEM NO.:** 4C

**PREPARED BY:** Tom Henry  
Project Manager

Scott Horan, Executive  
Director, Planning &  
Construction

Andre' A. Nougaret,  
Assistant Superintendent  
for Support Services

**MEETING:** March 14, 2006

**ACTION DATE:** March 28, 2006

**INFORMATION ONLY:**

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**ACTION REQUESTED BY THE SUPERINTENDENT:** That the School Board approve a construction contract in the amount of TBD to TBD for the replacement of the roof at the Fleet Services Facility.

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#### KEY POINTS:

1. Fleet Services Facility is a joint use facility (County and School Board) which services and maintains the combined vehicle fleet. The facility is comprised of an administrative section which houses the fleet services administrative offices and the vehicle repair garage which houses vehicle repair stalls equipped to perform all levels of vehicle repair and services. The existing roof was installed in 1980 and is over 25 years old. Both sections of the facility have been experiencing roof leaks for the last four (4) – five (5) years with an increase in roof service calls during 2003, 2004 and 2005. Due to the increased frequency of the roof leaks, staff felt compelled to have the roof surveyed by a consultant engineer.
2. The Garland Company evaluated the roof in June 2004. The roof evaluation recommended the roof over the administrative section be replaced immediately and the roof over the garage section within the next two (2) – three (3) years. Staff programmed a roof replacement project for the entire facility in the FY06-11 Capital Improvement Program and documented FY06 funding (\$188K).
3. In August 2005 a roof replacement project was initiated utilizing one of our open-ended professional service A/E contracts (Restoration Engineering Inc.). The design was completed in January 2006. Detailed cost estimate is \$235K with a construction period of approximately 12 weeks. Staff advertised the project in February 2006 through the Stafford County Purchasing Department. A pre-bid conference was held on March 9, 2006 with a bid opening scheduled for March 23, 2006.

4. Funding (148K) for this roof replacement is contained within the proposed Spring 2006 VPSA Borrow.
5. If staff receives acceptable bids and the School Board approves the project, staff plans to award the project and issue a notice to proceed in April 2006 contingent upon approval of the Spring 2006 VPSA Borrow. Project will be completed by September 2006.

**SCHOOL BOARD GOAL: #5** – Provide facilities that promote student learning and and community support.

**FUNDING SOURCE:** VPSA – Fleet Services Roof Replacement

**AUTHORIZATION REFERENCE:** Stafford County School Board Policy 4-12  
*February 2006* Stafford County School Board Policy 4-29